

# **Joint Committee on Corrections**

## **Information for Legislative Institutional Visits**

Facility Name: Jefferson City Correctional Center				
Custody Level	Medium / High		Warden	Jay Cassady
Total Acreage	130		Address	8200 No More Victims Road; Jefferson City, MO
Acreage w/in Perimeter	40			
Square Footage	750,000		Telephone:	573-751-3224
Year Opened	2004		Fax:	573-751-1277
Operational Capacity/Count (as of December 20, 2013)	1971/1964			
General Population Beds (capacity and count as of December 20, 2013)	1152/1152		Deputy Warden	Kelly Morriss – Offender Management
Segregation Beds (capacity and count as of December 20, 2013)	476/462		Deputy Warden	Donna Cayer - Operations
Treatment Beds (capacity and count as of December 20, 2013)	288/281		Asst. Warden	Billy Dunbar
Work Cadre Beds (capacity and count as of December 20, 2013)	0/0		Asst. Warden	
Diagnostic Beds (capacity and count as of December 20, 2013)	0/0		Major	Timothy Goebel
Protective Custody Beds (capacity and count as of December 20, 2013)	72/69			

### **1. Capital Improvement Needs:**

- a. How would you rate the overall condition of the physical plant of the institution? *Good*
- b. What capital improvement projects do you foresee at this facility over the next six years? *Security electronics, del-Norte fence system, sally port gate operators, hand scanners/card readers, laundry equipment, food service equipment, asphalt road repair, institutional lighting, and ice builders.*
- c. How critical do you believe those projects are to the long-term sustainability of this facility? *Critical to the overall operation and energy efficiency.*

### **2. Staffing:**

- a. Do you have any critical staff shortages? *Yes, Cook II and Corrections Officer I.*
- b. What is your average vacancy rate for all staff and for custody staff only? *Our average vacancy rate is 16.7% with the bulk of this being our Corrections Officer I position which has a turnover rate of 22.5%.*
- c. Does staff accrual or usage of comp-time by staff effect your management of the institution? *Yes.*
- d. What is the process for assigning overtime to staff? *Primarily volunteer.*

- e. Approximately what percentage of the comp-time accrued at this institution does staff utilize as time off and what percentage is paid-off? *50%*
- f. Is staff able to utilize accrued comp-time when they choose? *Not always, but to the extent possible.*

**3. Education Services:**

- a. How many (and %) of inmate students at this institution are currently enrolled in school? *An average of 95 offenders are typically enrolled in the GED program (6% of our general population). Currently 55 offenders are assigned due to a push to help offenders complete their GED prior to it being replaced by a new test. NOTE: JCCC operates a volunteer education program which includes ABE/GED classes. The education program at JCCC transitioned to a volunteer education program in 2005 when budget cuts re-directed funding to lower level facility education programs.*
- b. How many (and %) of inmate students earn their GED each year in this institution? *Due to the GED changing a huge push was made and our numbers of GED's will be between 30 – 45 (2 – 3 % inmate population or 30 – 45% of students) offenders will earn their GED within this calendar year.*
- c. What are some of the problems faced by offenders who enroll in education programs? *Maintaining well qualified tutors has been a problem. The pay for offenders performing skilled positions in other jobs makes it difficult to recruit and maintain qualified education tutors which decreases the graduation rate and the number of offenders that are able to enroll and attend school. The waiting list can take some time to get through as an offender may be on it for 1 – 2 years meaning many may transfer or just decide to stop trying out of funded education program closing. Many of the sets of books are incomplete. The tutors do their best to fill in the informational gaps with other related materials and resources.*

**4. Substance Abuse Services:**

- a. What substance abuse treatment or education programs does this institution have? *We have a therapeutic community for drug and alcohol abuse. Note: JCCC is operating a drug and alcohol program utilizing primarily volunteers. We have one drug counselor. We lost 10 staff to budget cuts in 2005.*
- b. How many beds are allocated to those programs? *144*
- c. How many offenders do those programs serve each year? *281 offenders*
- d. What percent of offenders successfully complete those programs? *20%*
- e. What, in your opinion, is the biggest challenge to running a treatment program in a prison setting? *Shortage of qualified Volunteers in Corrections (VICs).*

**5. Vocational Programs:**

- a. What types of vocational education programs are offered at this institution? *None*
- b. How many offenders (and %) participate in these programs each year? *None*
- c. Do the programs lead to the award of a certificate? *N/A*
- d. Do you offer any training related to computer skills? *N/A*

**6. Missouri Vocational Enterprises:**

- a. What products are manufactured at this institution? ***Clothing Factory:*** *custody officer pants, shirts and caps; offender gray pants and shirts; custom embroidery and custom cloth cutting for other factories located at different institutions; ink jet printing on shirts, coats, blankets; utility belts and accessories along with various specialty items. **Graphic Arts:** printing for state of Missouri and tax exempt entities, examples are as follows; Property Tags for different divisions and agencies for the State of Missouri; Missouri Auto and Motorcycle*

*Validation Tabs, Missouri Auto and Motorcycle Inspection stickers; License Plate decals for the State of Arkansas; Prints all flat license plates for the State of Missouri for the License Plate Factory, fleet vehicles, personalized etc.; Prints all small city and county flat license plates and vanity license plates as well; handicap placards, parking permits, ATV permits, hanging parking permits for colleges and several state agencies, along with various specialty decals and stickers for state employees. **Furniture Factory:** desks, credenzas, hutches, bookcases, file cabinets, coat trees, trash receptacles, conference tables, and podiums (144 different items and designs). **Engraving Factory:** Engraves plaques/awards, name badges, ADA signs, wood carvings and picture frames as well as paintings, leather work, stained glass in the "Fine Arts" area. (The majority of this requires computer knowledge of drawing and layout programs). **Ink Cartridge Factory:** Rebuilds toner cartridges for printers, faxes and scanners. **License Plate Factory:** Makes all license plates for the State of Missouri, (Flat Plates and Embossed Plates).*

- b. How many (and %) of offenders work for MVE at this site? *At this time we have 247 offenders employed within the MVE factories which are 12.65% of the total offender base count housed at the Jefferson City Correctional Center.*
- c. Who are the customers for those products? *Missouri State Agencies, Tax Exempt Entities (i.e. Churches, Counties and Organizations), other State's Agencies and Missouri State Employees.*
- d. What skills are the offenders gaining to help them when released back to the community? *They learn to get up and go to work, typing skills, computer skills, clerical skills, wood working skills (building furniture), printing skills (which requires attention to detail and extensive computer skills); Rotary and Laser Engraving skills (both of these require computer skills as well); Wood Carving; Sewing, Computerized Cloth Cutting and Embroidery Skills as well as learning to work as a team and take directions from others. In each MVE factory we have a school section where they have the opportunity to learn Computer Literacy 101 which teaches them computer skills, typing, resume writing, tips on how to dress for interviews, how to create databases, work in Microsoft Windows, Word, Power Point, and how to create Equations and Formulas. Grades are received for each section they take and a certificate to verify they have completed the course. We also record with the Department of Labor the amount of hours of experience they have in their fields, whether it be clerical, drafting, machine operator or whatever area they are qualified for.*

## 7. Medical Health Services:

- a. Is the facility accredited by the National Commission on Correctional Health Care? *Yes.*
- b. How many offenders are seen in chronic care clinics? *1674*
- c. What are some examples of common medical conditions seen in the medical unit? *Of our average population of 1970 offenders, we have 1674 enrollees in chronic care clinics. The chronically ill offenders are evaluated on a routine schedule ranging from one (1) to six (6) months based on the primary diagnosis of the patient. Patients can be evaluated on a more frequent basis, if their condition indicates the need. In addition to the established chronic care clinics, the facility has instituted and manages several specialty clinics (the chronic care figure noted above does not include the specialty clinics):*
  - *Oral Surgery Clinic – We have been very fortunate to partnership with an oral surgeon who performs complex oral surgery procedures onsite approximately once per month.*

- *Liver Biopsy Clinic – With the partnership of surgeon, liver biopsies are performed onsite with post-operative recovery in the infirmary. The biopsies are performed under ultrasound guidance.*
  - *Ultrasound – With the partnership of Global Diagnostic we are being afforded the opportunity to perform ultrasounds onsite to those offenders with an approved referral.*
  - *GI Studies Clinic – The facility utilizes the most current technology for gastrointestinal studies, the PillCam – an ingestible camera that is swallowed and provides video of the esophagus or small bowel onsite. The procedure is performed onsite with pre follow-up in the Infirmary.*
    - *In 2012 we also implemented the service of endoscopy and colonoscopy. A General Surgeon and contracted services comes onsite and performs the procedures as an outpatient clinic.*
  - *Cancer Center of Excellence – The facility Infirmary has become a receiving and management center for male patients on chemotherapy and radiation therapy programs in the community.*
  - *Telemedicine – We have partnered with SKC and St. Luke's Hospital, and new in 2013 several local providers to include, orthopedics, general surgery, oncology, nephrology, physical therapy, pain management and new providers coming in 2014 in order to provide telemedicine services onsite. The opportunity will provide a specialist consult and care via satellite to those offenders who present a need.*
- d. *What are you doing to provide health education to offenders? Education is provided during all reception and orientation encounters. Complaint specific education is provided at the time of every clinical encounter: sick call, chronic care clinics, emergencies, specialty clinics, periodic physical assessments or any other time that a health care professional interacts with a patient to provide clinical care. This education is provided in written and/or verbal format. Additionally, the facility conducts an annual offender health fair during which many topics are discussed and handouts are provided concerning most chronic care conditions. Additional educational materials are available for review in the library.*
- e. *Have you had any cases of active Tuberculosis in this facility in the past year? If so, how did you respond? No.*
- f. *Is the aging of the population effecting health care in prisons as it is effecting health care every where else? If yes, please explain. Yes, and probably on an even larger scale. Due to long term high risk life styles of most offenders and the lack of seeking community healthcare, there is expected to be a greater concentration of medical pathology and its sequel that one would find in the general public. Some examples would be long term smoking and its affect on the vascular system and associated carcinomas and chronic obstructive pulmonary disease, untreated hypertension, uncontrolled diabetes, undiagnosed chronic active hepatitis B and C, undiagnosed or under-treated HIV infections, etc. Some problems arise from the aging process, with or without the chronic medical complications; decreasing ability to perform activities of daily living, higher incidents of confusion or dementia and decreasing mobility. In 2013 JCCC moved from a pilot site for an enhanced care unit (ECU) to a fully functioning ECU with established policies and has shared those trials and knowledge with other sites throughout Missouri to assist in getting ECU's established at other facilities throughout the state.*

## **8. Mental Health Services:**

- a. *How do offenders go about obtaining mental health treatment services? Offenders may access mental health services through the Health Services Referral (HSR) form and process.*

*An offender may also be referred to mental health via a Staff Referral Form. Offender may request to participate in group therapies verbally with mental health staff or by sending an HSR indicating a desire to participate.*

- b. *How many successful suicides (and %) occurred here in the past year and what is being done to prevent suicides? There was one completed suicide in the past year, which is .0005% of the total population. Suicide intervention training is provided at CORE Training an average of two times per month to JCCC staff by the Institutional Chief of Mental Health Services. All employees are able to initiate suicide intervention policy and procedures.*
  - c. *Approximately how many (and %) of the offenders in this institution are taking psychotropic medications? There are 389 offenders taking psychotropic medications which are 20% of the population.*
  - d. *How many offenders in this facility are chronically or seriously mentally ill and what is being done for them? Of the offenders receiving psychotropic medications, 64 are rated as MH-4. Offenders with either MH-3 or MH-4 scores are scheduled for Chronic Care with Mental Health Therapists and Psychiatrists. By policy each is seen by the Mental Health Therapist a minimum of once each 30 days and by the psychiatrist a minimum of once each 90 days. Each MH-3 or MH-4 offender participates in developing an Individualized Treatment Plan with input from the multidisciplinary treatment team. Currently 35 offenders participate in the "SSRU" Secure Social Rehabilitation Unit. These offenders are all MH-4. It was envisioned and designed to provide clinically appropriate mental health treatment and programming to high custody level offenders who experience serious mental illness. It was determined that there were a number of seriously mentally ill offenders housed in the segregation units as a result of their behaviors primarily associated with their particular mental illness. The SSRU establishes a setting where treatment and programming is provided with the goal of moving these offenders to a more appropriate and less restrictive environment. This move to a less restrictive environment is managed on a level system which negotiates a continuum from segregation type placement on one end to a return to general population placement on the other. This level system allows movement in either direction individually determined by each particular offender's progress in the programming, his behavior and his particular needs. Offenders with a MH score of MH-1 or MH-2 are seen by therapist via the HSR process. All offenders are welcome to participate in mental health therapeutic group therapies.*
9. *What is your greatest challenge in managing this institution? Our facility is now nearly 10 years old. A lot of our equipment that was brand new in 2004 is now aged and in need of repair. This coupled with a decreasing budget is an area of concern. A big part of our programs and educational opportunities provided to the offenders operate with Volunteers in Corrections since positions were lost in 2005 due to budgetary concerns. At times it is challenging to find qualified citizens to volunteer their time to work in a prison setting. We have been very fortunate thus far.*
10. *What is your greatest asset to assist you in managing this institution? JCCC has the largest industrial industry in the state which provides a lot of good jobs that keep the offenders busy. Keeping this in mind this gives incentive for offenders to display good behavior along with the benefits of providing employable skills to these offenders upon their release. Our staff has been innovated with keeping up on programs and Restorative Justice projects that are meaningful and have proven success within our system.*
11. *What is the condition of the facilities' vehicle fleet? (mileage, old vehicles etc?) Aging but well maintained. We have recently bought a van and one waiting for next year's money to add the wheelchair conversion kit.*

12. Assess the morale of your custody staff; high, medium, or low and please provide detailed explanation. *Morale is high. The staff at JCCC have a great work ethic and work well together with minimal staff conflict. They are very proud of working at JCCC due to the numerous offender rehabilitative programs, substantive offender jobs, challenging work environment and experienced personnel. All staff are greatly involved in many extracurricular fund raising endeavors bringing them closer together with a sense of pride for our community service. This has been proved by numerous staff members receiving awards and recognition.*

**13. Caseworkers:**

- A. How many caseworkers are assigned to this institution? *20*
- B. Do you currently have any caseworker vacancies? *1*
- C. Do the caseworkers accumulate comp-time? *No*
- D. Do the caseworkers at this institution work alternative schedules? *No*
- E. How do inmates gain access to meet with caseworkers? *Open door, rounds throughout the housing unit and inter-institutional correspondence.*
- E. Average caseload size per caseworker? *144*
  - # of disciplinary hearings per month? *12*
  - # of IRR's and grievances per month? *9*
  - # of transfers written per month? *3*
  - # of re-classification analysis (RCA's) per month? *7*
- F. Are there any services that you believe caseworkers should be providing, but are not providing? *No.*
- G. If so, what are the barriers that prevent caseworkers from delivering these services?
- H. What type of inmate programs/classes are the caseworkers at this institution involved in? *ICVC; Pathways to Change; Anger Management; Restorative Justice*
- I. What other duties are assigned to caseworkers at this institution? *Employability Skills.*

**14. Institutional Probation and Parole officers:**

- A. How many parole officers are assigned to this institution? *2*
- B. Do you currently have any staff shortages? *No*
- C. Do the parole officers accumulate comp-time? *No*
- D. Do the parole officers at this institution flex their time, work alternative schedules? *As needed.*
- E. How do inmates gain access to meet with parole officers? *Offender request, staff request.*
- F. Average caseload size per parole officer?
  - # of pre-parole hearing reports per month? *20 - 30*
  - # of community placement reports per month? *5 (varies)*
  - # of investigation requests per month? *Varies on how many releases for the month.*
- G. Are there any services that you believe parole officers should be providing, but are not providing? *No*
- H. If so, what are the barriers that prevent officers from delivering these services? *N/A*
- I. What type of inmate programs/classes are the parole officers at this institution involved in? *None.*

15. Please list any other issues you wish to discuss or bring to the attention of the members of the Joint Committee on Corrections. *None.*

16. Does your institution have saturation housing? If so, how many beds? *No*

**17. Radio/Battery Needs:**

- a. What is the number of radios in working condition? *500 radios*
- b. Do you have an adequate supply of batteries with a good life expectancy? *Yes*
- c. Are the conditioners/rechargers in good working order? *Yes*